

**MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD OF TRUSTEES
REGULAR MEETING**

1:30 p.m. – 1:35 p.m. – Open Session (Roll call only)
Closed Session – 1:35 p.m. - 2:55 p.m.
Stutzman Seminar Room – Library & Technology Center
Open Session: 3:00 p.m., Karas Room – Library & Technology Center

Monterey Peninsula College
980 Fremont Street, Monterey, California 93940-4799

TUESDAY
May 22, 2007

AGENDA

I. **OPENING BUSINESS**

- A. Call Public Session to Order
- B. Roll Call
- C. Closed Session Topic/s of Discussion:

The Governing Board will meet in Closed Session (before the Open Session on regular agenda items) to consider matters appropriate for Closed Session as authorized by Sections 3549.1 and 54956.7 through 54957.7, Government Code and Section 72122, Education Code, and as otherwise provided by law. Required action on these matters will be taken when the Board meets in Open Session (or at the next public meeting). Item/s under discussion this date:

- a. Public Employee Performance Evaluation
Superintendent/President
- b. Conference with Labor Negotiators:
Monterey Peninsula Community College District: Joe Bissell, John Gonzalez, and Barbara Lee
Monterey Peninsula College Teachers Association
- c. Conference with Labor Negotiators:
Monterey Peninsula Community College District: Joe Bissell and Barbara Lee
Monterey Peninsula College Employees Association #245
- d. Conference with Legal Counsel Regarding Potential Litigation. There is one (1) potential lawsuit.

e. Public employee discipline/dismissal/release

D. Reporting of any action taken during Closed Session

II. RECOGNITION

A. Acknowledgment of Visitors

B. Acknowledgment of the MPC/UCSC Pister Award Winner: Richard Cathey

C. Monterey Peninsula College Foundation: Donations for May 2007: No report from the Foundation for this month.

III. COMMUNICATIONS

Note to Audience: Anyone wishing to address the Governing Board on matters within the jurisdiction of the Board may do so now. Please state the matter on which you wish to speak. Matters not appearing on the Agenda will not receive action at this meeting, but may be referred to staff for consideration at a future meeting. Presentations will be limited to three minutes, or as established by the Board. (Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Board and others present may identify the speaker.)

A. Comments from Visitors

B. Written Communication:

- a) A letter to Lyndon Schutzler, Paul Tuff, Linda Marie Johnson, dated April 11, 2007, regarding the massage lab telling them how fortunate she felt to have the massage lab and especially Linda Marie here on campus.
- b) A letter from Elena Tsytkin, dated April 15, 2007, regarding Richard Weigle, Dr. Susan Osorio, Alexis Copeland, Kathleen Rozman, Kate Marechal, and Mimsie Redmayne, and the excellent care her son has received from the MPC Supportive Services staff.
- c) The Monterey County Herald, Sunday, April 15, 2007, ROV-ING IN THE RAIN, Underwater Vehicle Contest at MPC, by Laith Agha.
- d) The Monterey County Herald, Wednesday, April 18, 2007, JC Baseball, MPC 10, De Anza 8.
- e) The Monterey County Herald, Friday, April 19, 2007, JC baseball update, MPC Lobos (15-18)
- f) The Monterey County Herald, Friday, April 20, 2007, JC Softball, Hartnell 9, MPC 3, JC Baseball, MPC 7, Gavilan 2.
- g) A letter to Kathryn Kress, dated April 24, 2007, regarding “The Grapes of Wrath” given by Jo Van Dam. “She is an excellent teacher,” wrote, Ms. Emily J. Campbell.

- h) The Monterey County Herald, Wednesday, April 25, 2007, MPC trying to make postseason, by Jerry Stewart.
- i) The Monterey County Herald, Wednesday, April 25, 2007, JC baseball update, MPC Lobos (8-11 Coast, 17-19 overall) Ohlone 5, MPC 2.
- j) The Monterey County Herald – GO! April 26 – May 2, 2007. The Monterey Peninsula College Theatre Company. Gentrain Society Lecture, Wednesday, May 2, 2007, Money and the Search for Meaning. Tuesday, Mother’s Day sale and fundraiser.
- k) The Monterey County Herald, Thursday, April 26, 2007, College measure makes ballot, by Steve Lawrence.
- l) Monterey County Weekly, April 26 – May 2, 2007, I Cantori di Carmel presents Alleluia!
- m) The Monterey County Weekly, Friday, April 27, 2007, JC Baseball, MPC 3, CCSF 1.
- n) Monterey Military News, April 27 – May 10, 2007, Monterey Peninsula College summer and fall schedules.
- o) The Monterey County Herald, Tuesday, May 1, 2007, Archeologist Tom Logan will give a talk at the First Saturday Series at the Carmel Valley Library (May 5) 10 a.m. – 11:30 a.m.; May 6, 33rd annual Chef of the Year dinner and ball.
- p) The Monterey County Herald, Wednesday, May 2, 2007, JC Baseball, West Valley 7, MPC 5.
- q) The Monterey County Herald – GO! Thursday, May 3, 2007. Ongoing. The Monterey Peninsula College Theatre Company, “Guys and Dolls,” August 2-19; “I Hate Hamlet,” October 18-28. Morgan Stock Stage.
- r) The Monterey County Herald, Thursday, May 3, 2007, JC baseball update, MPC Lobos (9-14 Coast, 18-22 overall).
- s) The Monterey County Herald, Tuesday, May 8, 2007, President’s Address to the Community, Friday, May 11, 2007.
- t) The Monterey County Herald – GO! May 10 – 16, 2007, “Women and Food” 7 p.m. Thursday, May 10; “Current Voyages” an ex exhibit of woodcut and mixed media prints from members of the Pacific Island Printmakers, through May 25, 2007.
- u) The Monterey County Herald – GO! May 10 – 16, 2007, “Arrrgh!, GILBERT AND SULLIVAN’S COMIC OPERETTA ‘PIRATES OF PENZANCE’ PROVIDES A WELCOME CHALLENGE TO MPC THEATRE COMPANY.
- v) Monterey County Weekly, May 10-16, 2007, Nice Touch, MPC massage academy trainees soothe at bargain rates, by Jessica Lyons.
- w) Monterey County Weekly, May 10-16, 2007, Pirates of Penzance Opens at MPC; JULES ET JIM AT MPC; and, THIS IS NOW...AT MPC.
- x) Memo from TRIO regarding Upward Bound Class 2007, dated Thursday, May 10, 2007.
- y) The Monterey County Herald, May 12, 2007, RESTAURATEUR GETS AWARD, Sardine Factory Co-Founder Recognized, by Kevin Howe.

- z) An email from Marilynn Gustafson, Director, MPC Foundation, thanking Table Leaders and Table Hosts for the important role they played in the President's Address to the Community on Friday, May 11, 2007.
- aa) A letter from Anthony J. Altfeld to Dr. Garrison, dated May 11, 2007, regarding the President's Address to the Community.

C. Reports and Presentations:

Routine status reports and announcements regarding campus activities, meeting schedules, conferences attended and recent developments from:

- INSTITUTIONAL REPORT: Dr. Ed Migliore's Sabbatical Leave Report
- SUPERINTENDENT
- VICE PRESIDENTS
- ACADEMIC SENATE
- MPCEA
- MPCTA
- ASMPC
- COLLEGE COUNCIL
- MPC FOUNDATION
- GOVERNING BOARD
- Special Report
 - Bond Update – Joe Bissell

V. CONSENT CALENDAR

Items listed under the Consent Calendar are considered to be routine and are acted on by the Board of Trustees in one motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests that specific item/s be discussed and/or removed from the Consent Calendar. It is understood that the administration recommends approval on all Consent items. Each item on the Consent Calendar approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

- A. Routine business transactions, annual renewal of programs, bids, agreements, notices of public hearings, proclamations, etc.:

BE IT RESOLVED,

1. That the Governing Board minutes for the Regular meeting held on Tuesday, April 24, 2007, is approved.
2. That the Governing Board accept \$10,240.00 and other gifts donated to the college with appropriate thanks to the donors.
3. That the April 13th Manual Payroll in the amount of \$1,254.00 and the April 30th Regular Payroll in the amount of \$3,213,558.17 and the May 4th Manual Payroll in the amount of \$2,071.44 and the

May 10th Supplemental Payroll in the amount of \$78,244.89 be approved.

4. That Commercial Warrants #12531527 through #12531609, #12532627 through #12532664, #12533526 through #12533570, #12534454 through #12534475, #12536395 through #12536497, in the amount of \$2,993,091.49 be approved.

5. That purchase orders #701223 through #701489 in the amount of \$1,926,525.03, be approved.

6. That the following budget adjustments in the unrestricted general fund be ratified.

| | |
|--|-----------|
| Net decrease in the 1000 Object expense category | \$10,000 |
| Net decrease in the 2000 Object expense category | \$ 283 |
| Net increase in the 3000 Object expense category | \$ 1,173 |
| Net increase in the 4000 Object expense category | \$ 280 |
| Net increase in the 5000 Object expense category | \$ 3,912 |
| Net increase in the 6000 Object expense category | \$ 4,918. |

7. That the following budget increases in the restricted general fund be approved:

| | |
|--|---------|
| Net increase in the 4000 Object expense category | \$ 423 |
| Net increase in the 5000 Object expense category | \$ 252 |
| Net decrease in the 6000 Object expense category | \$ 675. |

8. That the following budget increases in the Restricted General Fund be approved.

Increase of \$12,316 in revenue and matching expenses, to reflect funds received for FY 2006-2007.

Increase of \$94,819 in revenue and matching expenses, to reflect funds carried forward from FY 2005-2006 to FY 2006-2007.

9. That the following budget increase in the Orr Estate fund be approved:

Expense Increase of \$20,000.

10. That the following budget increase in the Scholarship and Loan fund be approved:

Revenue Increase of \$350,000
Expense Increase of \$700,000.

11. That the following course(s) be approved:

FIRE 123, Driver Operator 1A
FIRE 124, Driver Operator 1B
FIRE 125, Rescue Systems 1
FIRE 126, Safety Officer (S-404) All Risk
FIRE 127, Fire Command 1C
FACD 165, Ethical Leadership in the Classroom
LING 10, Foundations of Language

SPECIAL TOPICS

ART 96.9, Original Chains: Linked Elements
ART 96.29, Woven and Dyed Scarves
ART 96.38, Color Mixing
ART 96.49, Tool Making for the Jewelry Studio
ART 96.67, Metal Arts Using Textile Techniques
ART 96.68, Metal Arts Small Scale: Chasing and Repousse
ART 96.69, Metal Arts: The Art of Tinsmithing
ART 96.71, Specialized Monotype Technologies
ART 96.80, Mixed Media Printmaking Workshop: Screen
Printing/Monoprint
ART 96.81, Mixed Media Printmaking Workshop: Screen
Printing with Intaglio and Relief
ART 96.82, Photo Screen Printing on Paper for
Experienced Printmakers
ART 96.83, Monoprint/Collograph Workshop
ART 96.84, Portrait Painting with Acrylic and Gold
Leafing
ART 96.85, Printmaking Techniques: Miniatures
ART 96.86, Designing with Dreamweaver
ART 96.87, Introduction to Flash
ART 96.92, Photo Based Printmaking
CHDV 96.22, Skills for Parenting the Young Child
CHDV 96.31, Learning Through Play Conference
DANC 96.12, Jazz and Hip Hop Fusion
DANC 96.13, Hip Hop Tap
DANC 96.14, Dance Conditioning
DANC 96.17, Salsa Dancing
ENSL 396.2, Grammar for Editing
MUSI 96.67, MPC Summer Jazz Camp 07
PHOT 96.7, Photo Editing/Digit
SIGN 96, Basic Conversational Sign Language I.

C. Academic Personnel

12. That the Governing Board approve the following academic personnel items:

- a) Employment of Kelly Fletes, EOPS counselor, Step and Column placement pending verification, effective Fall 2007.
 - b) Employment of _____, Family Consumer Science Instructor (Interior Design Emphasis), Step and Column pending verification, effective Fall 2007.
 - c) Resignation of Gary Jepson, Psychology Instructor, effective June 3, 2007, for the purpose of retirement, and confer upon him the title of Professor Emeritus.
 - d) Authorize the fulltime, tenure track Computer Systems/Information Technology Instructor replacement.
 - e) Grant Equivalency Based on Eminence to Jesus Ochoa Villicana to teach ENSL 324/424 Beginning Conversation II, effective Summer 2007.
 - f) Grant Equivalency Based on Eminence to Lori Haines to teach Ornamental Horticulture 425 Successful Gardening Techniques for the Older Adult Program, effective Summer 2007.
 - g) Each month individuals are hired as part-time, substitute, and overload. The lists include hires for Early Spring and Spring 2007.
13. BE IT RESOLVED, That the Board approve travel on June 22, 2007 – June 24, 2007 to St. John’s, Newfoundland, Canada for Lani Clough, Deidre Sullivan, and Jill Zande.

D. Classified Personnel

14. That the Governing Board approve the classified personnel actions listed to include:
- a) Employment of Dionicio Garcia, Groundskeeper (Service Category 3), Facilities, 40 hours per week, 12 months per year, effective May 23, 2007.
 - b) Resignation of Robert Engel, Financial Aid Advisor (Service Category 5), Student Financial Services, 40 hours per week, 12 months per year, effective at the close of the day, June 15, 2007.
 - c) Resignation of Robin Clouse, Clerical Assistant II (Service Category 3), Humanities, 19 hours per week, 9 months per year, effective at the close of the day, June 7, 2007.
 - d) Resignation of Neola Barnet, Security Guard (Service Category 2), Administrative Services, 40 hours per day, 12 months per year, effective at the close of the day, May 1, 2007.
 - e) Please see the attached Fire Academy Assistant Position’s Job description for approval. The position of Fire

Academy Assistant was established in the April 29, 2007 meeting. However, the job description was inadvertently left off.

- f) Establish new position, Financial Aid Advisor (Service Category 5), Student Financial Services, 19 hours per week, 12 months per year, effective July 1, 2007.

- 15. That the individuals on the recommended list (Short Term and Substitute Classified Employees) employed for short term and substitute assignments subject to future modifications, be approved.

V. OLD BUSINESS

- A. DISCUSSION OF RESULTS FROM 2007 GOVERNING BOARD SELF-EVALUATION INFORMATION
- B. GOVERNING BOARD CANDIDATES ORIENTATION INFORMATION

VI. NEW BUSINESS

- A. BE IT RESOLVED, That the 2006-2007 Monthly Financial Reports for the period ending April 30, 2007 be accepted.
- B. COUNTY OF MONTEREY INVESTMENT REPORT FOR THE QUARTER ENDING MARCH 31, 2007 INFORMATION
- C. BE IT RESOLVED, That the Board ratify the Project Assignment Amendment #06 (PAA) with HGHB Architecture, Planning, Urban Design, not to exceed \$30,000 for architectural services pertaining to miscellaneous ongoing projects currently underway.
- D. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 06 (PAA) at the fixed fee of \$25,000 with David Foord, for ongoing inspection services associated with the construction of the Lecture Forum and the Social Science buildings' restrooms, and Lecture Forum ADA Entry.
- E. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 07 (PAA) at the fixed fee of \$15,000 with David Foord, for ongoing inspection services associated with the construction of seismic upgrades for the Humanities, Business Computer Sciences, Gym, and Social Science Buildings.
- F. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment 08 (PAA) at the fixed fee of \$8,000 with David Foord, for ongoing inspection services associated with the improvement project to the existing parking lot A North.

- G. BE IT RESOLVED That the Governing Board ratify the Project Assignment Amendment 09 (PAA) at the fixed fee of \$56,000 with David Foord, for ongoing inspection services associated with the Lecture Forum Bridge project.
- H. BE IT RESOLVED, That the Governing Board ratify the Project Assignment Amendment #12 (PAA) in the amount of \$10,000 with Alfa Tech, Inc. to provide engineering services for the design of Parking Lot A lighting.
- I. BE IT RESOLVED, That the 2007-2008 allocation of \$3,219 to Community Human Services, be approved.
- J. BE IT RESOLVED, That the Governing Board approve the signing of the 2006-2007 Funding Terms and Conditions (FT&C) contract for the start-up costs of the new State Pre-School Grant at Monterey Peninsula College.
- K. BE IT RESOLVED, That the Board approve the submittal of the District's 2009-12 Five-Year Construction Plan.
- L. MANAGEMENT TEAM EVALUATION PROCESS INFORMATION
- M. COLLEGE COUNCIL RESOURCE PLANNING PROCESS INFORMATION
- N. "First Reading" Governing Board Policy 3005, Academic Program Discontinuance, and Appendix 3005, Procedures for Academic Program Discontinuance. INFORMATION
- O. CALENDAR OF EVENTS INFORMATION

VII. ADVANCE PLANNING

- A. Meeting Date:

Regular Meeting: Tuesday, June 26, 2007

- 1:30 p.m. – Stutzman Seminar Room, Library and Technology Center
- 3:00 p.m. – Karas Room, Library and Technology Center

- B. Suggested Future Agenda Item/s:

- 1.

VIII. CLOSED SESSION

(When Required on Non-Routine Matters and/or to Continue Discussion of Items from Earlier Closed Session)

Posted: May 16, 2007

AgendaMay22, 2007
May 2007